

**U.S. Department of Labor, Employment and Training
Administration
2009 Research Paper Program
Announcement**

**Application Process Opens: February 2, 2009
Application Process Closes: April 30, 2009**

HeiTech Services, Inc. (HeiTech), on behalf of the U.S. Department of Labor, Employment and Training Administration (ETA) invites doctoral and post-doctoral students to submit proposals for grants not to exceed \$7,500 to write scholarly papers on innovative research topics involving the public workforce investment system.

Research Topics

Topics of particular interest to ETA include:

- Analyses of issues concerning special populations (*e.g.*, persons with disabilities, migrant and seasonal farmworkers, Native Americans, Hispanics, immigrants, or others upon approval);
- Analyses using ETA public access/use data (such as the Federal Reporting and Evaluation Database, the Workforce Investment Act Standardized Record Data, or the National Agricultural Worker Survey, among others. ETA will provide the grantee with the public use data sets. To learn how performance is measured, reported, and evaluated at ETA, please visit http://www.doleta.gov/Performance/eta_default.cfm; and
- Analyses of Unemployment Insurance issues.

However, applicants should feel free to propose any topic related to the public workforce investment system.

Amount of Grant Funding

HeiTech will be awarding grants on a competitive basis at a maximum funding amount of \$7,500.

Application Procedure (also see General Instructions below)

An applicant will submit a .PDF of a three-page summary outlining the proposed research idea, a separate curriculum vitae (CV) that describes the applicant's academic and professional (as applicable) qualifications, and at least one letter of recommendation from a professor in the applicant's field of study. The summary should address the innovative nature of the applicant's research topic and how the funds requested are critical to successful completion of the research and the draft and final papers.

The selection committee will evaluate these summaries and invite a subset of applicants to submit a 10- to 15-page proposal for evaluation and selection. The proposal should provide

significant detail on how the applicant intends to conduct the research and what data is going to be used.

Evaluation Criteria

Proposals will be evaluated using the following criteria:

- Contribution to important policy issues and to the professional literature (50 points); and
- Technical merit (50 points).

Submission Deadlines and Notification Dates

April 30, 2009	Deadline for three-page research summary, separate CV, and recommendation letter
May 15, 2009	Announcement of finalists to submit a full proposal
June 10, 2009	Deadline for submission of full proposal
June 30, 2009	Announcement of awards
December 31, 2009	Deadline for draft papers
May 5, 2010	Deadline for final papers (each paper must include an abstract and references; and be submitted in both Microsoft Word and .PDF formats.)

General Instructions

Payments under the grants will be made on a quarterly schedule, conditional on timely completion of the research and paper.

Grantees may be invited to present their draft papers at an ETA-sponsored event.

Upon approval of ETA, grantees are expected to make their research results available to the research community and to the public at large. ETA retains the right to use and disseminate the grantee's research findings.

Note: Please be advised that ETA intends to publish grant recipient research papers on the ETA Research Web site at <http://www.doleta.gov/DRD.cfm>. Upon approval of ETA and/or posting on the ETA Web site or 6 months after the date of submission, whichever comes first, grant recipients are welcome to share and disseminate their work with other sources (e.g., professional journals, universities, professional conferences, etc.). In extenuating circumstances, ETA may consider exceptions to this policy on a case-by-case basis. Grant recipients must include the following disclaimer on the bottom of the cover page of the research paper or report:

“This report has been funded, either wholly or in part, with Federal funds from the U.S. Department of Labor, Employment and Training Administration under Contract Number [DOLJ061A20380, Task Order 13]. The contents of this publication do not necessarily reflect the views or policies of the Department of Labor, nor does mention of trade names,

commercial products, or organizations imply endorsement of same by the U.S. Government.”

For publication, all papers should adhere to the ETA Style Guide and Publication Guide.

Contact Information

Any questions should be directed to Lance Grubb at (301) 918-9500 or lgrubb@heitechservices.com. Applications shall be emailed to Mr. Grubb by April 30, 2009.